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CHIVE/C-22-65
8 October 1965

MEMORANDUM FOR THE RECORD

SUBJECT: China Operations Group

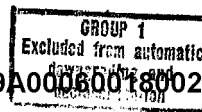
BACKGROUND

The geographic organizational configuration proposed in the CHIVE Phase II Report has been approved by OCR; Communist China has been selected as the most appropriate area for the operational system test during Phase III. The China Operations Group is the CHIVE Task Force component, wholly staffed by OCR, which will prepare input to the computer-supported system and perform retrieval of information during the operational system test.

COG is a pilot organization and not a prototype of future geographic operational components. This pilot group must be staffed with a higher level of personnel than future operational branches. The COG staff must not only have substantive competence but also sufficient expertise in information handling to participate in system development and adjustment tasks and to do detailed procedural planning. Further, this staff must be prepared, in the future, to provide trained cadres as additional geographic components are established.

The functional organization of COG will be four sections and a coordination staff. Each section will be responsible for both indexing and retrieval of information in a specialized topical area: 1) political, 2) military, 3) economic, and 4) scientific and technical. Biographic information will be processed and reports written, as required, by biographic specialists within the section responsible for the substantive field in which a personality is active. The coordination staff will maintain vocabulary control tools and ensure consistency in indexing among the four substantive sections.

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Need for highly-qualified personnel in developmental and testing activity is clear. Grade levels proposed for COG are, therefore, slightly higher than the journey man level of analogous positions in current operating OCR Divisions.

MISSION

1. To participate in CHIVE system development, performing development tasks which will also serve as training for operational activity.
2. To establish detailed input-output procedures.
3. To participate in the operational system test.
4. To develop a core of highly-trained personnel from which cadres can be drawn, in the future, for establishment of operational components.

FUNCTIONS

1. To test and refine indexing procedures.
2. To build and maintain vocabulary control tools.
3. To select documents on Communist China for input into the system files.
4. To capture data within these documents for retrieval purposes through preparation of index records and establishment of information files.
5. To test and refine procedures for utilization of inherited and EDP converted files.

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6. To test and refine query procedures.
7. To handle information requirements on Communist China levied on the system during the operational system test.



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Operational Chart Attached

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CHINA OPERATIONS GROUP

I
1 Document Officer (Chief) GS-14
1 Secretary (Typing) GS-6

Coordination & Support Staff

Document Analyst GS-11
Clerk Typist GS-4

Political Section

Document Officer (qu) GS-13
Intelligence Analyst GS-12
Biographic Analyst GS-12
Document Analyst GS-9

Military Section

Document Officer GS-13
Intelligence Analyst GS-12
Document Analyst GS-9

Economic Section

Document Officer GS-13
Intelligence Analyst GS-12
Biographic Analyst GS-12
Document Analyst GS-9

S & T Section

Document Officer GS-13
Intelligence Analyst GS-12
Biographic Analyst GS-12
Document Analyst GS-9

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CHINA OPERATIONS GROUP

1 Intelligence Officer General (Chief) GS-14
1 Secretary (Typing) GS-6

Coordination & Support
Staff

Document Analyst GS-11
Clerk Typist GS-4

Political Section

Intelligence Officer GS-13
General
Intelligence Analyst GS-12
Biographic Analyst GS-12
Document Analyst GS-9

Military Section

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General
Intelligence Analyst GS-12
Document Analyst GS-9

Economic Section

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S & T Section

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